

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



August 22, 2007

ALL COUNTY INFORMATION NOTICE NO. I-44-07

TO: ALL COUNTY WELFARE DIRECTORS
ALL FOOD STAMP COORDINATORS
ALL CalWORKs PROGRAM SPECIALISTS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
☐ Federal Law or Regulation Change
☐ Court Order
☐ Clarification Requested by One or More Counties
☒ Initiated by CDSS

SUBJECT: CHANGES TO SAWS 2 FORM, REVISION OF QUESTION #37
REGARDING UTILITY COST INFORMATION

REFERENCE: ALL COUNTY LETTER 06-31, SIMPLIFICATION OPTIONS;
ALL COUNTY INFORMATION NOTICE I-69-06,
SIMPLIFICATION OPTIONS EFFECTIVE 11-01-06

The purpose of this letter is to inform County Welfare Departments of changes that have been made to the Statewide Automated Welfare System (SAWS) 2 form. Question #37 on page 10 of the form has been updated to comply with the Simplification Options discussed in All County Letter (ACL) 06-31. Specifically, it has been reformatted to include information to be used to determine whether the client is eligible for the Standard Utility Allowance (SUA), the Limited Utility Allowance (LUA) or the Telephone Utility Allowance (TUA). The "Utility Costs" section is now comprised of two sections: utility costs incurred and those that are used for heating or cooling.

DESCRIPTION OF CHANGES

Question 37 A, on page 10, has been changed to: "Does anyone have any utility costs? If "YES", please check all boxes below that apply."

| | | | |
|--|--|--|--|
| Gas | | Garbage or Trash | |
| Electricity | | Sewer | |
| Other fuel (such as propane, butane, wood, coal, etc.) | | Telephone/other means of communication, such as internet, etc. | |
| Water | | Other (explain) | |

Question 37 B, on page 10, has been changed to: "Do you use gas, electricity or other fuel for heating or cooling? If "YES", please check below."

| UTILITY | USED FOR HEATING OR COOLING? |
|-------------|--|
| Gas | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Electricity | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Other Fuel | <input type="checkbox"/> YES <input type="checkbox"/> NO |

In the “County Use” section, under “Utilities Verified”, “Metered” and “Client elects” have been deleted. “Verification not required” has been inserted. See below for the comparison of change in the “County Use” section from the old version to the new format:

| Changed from: | Changed to: |
|---|--|
| Utilities verified: <input type="checkbox"/> YES <input type="checkbox"/> NO | Utilities verified: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Metered: <input type="checkbox"/> YES <input type="checkbox"/> NO | Verification not required <input type="checkbox"/> |
| Client elects <input type="checkbox"/> Actual If Actual, Total Utilities \$_____ | |

Also in the “County Use” section, the title of “Utility Allowance – Prorated” has been changed to “Utility Allowance”. The YES/NO boxes have been deleted. A box for “None allowed” has been added. See below for the comparison of change in the “County Use” section from the old version to the new format:

| Changed from: | Changed to: |
|---|--|
| Utility allowance – Prorated <input type="checkbox"/> SUA <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LUA <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> TUA <input type="checkbox"/> YES <input type="checkbox"/> NO | Utility allowance <input type="checkbox"/> SUA <input type="checkbox"/> LUA <input type="checkbox"/> TUA <input type="checkbox"/> None allowed |

USE OF SHELF STOCK

Counties may begin using the modified form as soon as they are available on-line. However, counties can continue to use current shelf stock until it is depleted. If current shelf stock will be used, counties need to be vigilant about applying current policy regarding SUA, LUA and TUA as described in ACL 06-31, Food Stamp Simplification Options, which was effective 11-01-06.

CAMERA-READY COPIES AND TRANSLATIONS

For a camera-ready copy in English, contact the Forms Management Unit at (916) 657-1907. If your office has internet access, you may obtain these forms from the CDSS web page at: http://www.dss.cahwnet.gov/cdssweb/FormsandPu_271.htm. When all translations are completed per MPP 21-115.2, including Spanish forms, they are posted on an ongoing basis on our web site. Copies of the translated forms and publications can be obtained at:

ACIN NO: I-44-07
Changes to SAWS 2
Page Three

http://www.dss.cahwnet.gov/cdssweb/FormsandPu_274.htm. For questions on translated materials, please contact Language Services at (916) 651-8876.

If you have any questions regarding this letter, please contact LeAnne Torres, Staff Services Manager, Food Stamp Bureau, Policy Interpretation Unit, at (916) 654-2135 or via e-mail at LeAnne.Torres@dss.ca.gov.

Sincerely,

Original Document Signed By:

RIGHTON YEE, Chief
Food Stamp Branch

bc: Richton Yee
Maria Hernandez
Mike Papin
David Badal
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LeAnne Torres

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